

## MINUTES: ENERGY COUNCIL MEETING

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**Meeting  
purpose**

To ensure the opinions and position of the network via the Energy Council (EC) and CSD is considered and discussed in an open forum.

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**Meeting  
Location**

Date: January 15, 2009  
Time: 10:00 – 3:00  
Place: CSD, King Conference Room

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**Attendees**

<i>Member</i>	<i>P</i>	<i>A</i>		<i>P</i>	<i>A</i>
Arleen Novotney, <i>SoCal Forum</i>	x		Ed Ocampo, <i>ACCES</i>	x	
Kathy Kifaya, <i>SoCal Forum</i>	x		Louise Perez, <i>ACCES</i>	x	
Bill Parker, <i>BAPRC</i>	x		Alex Sotomayor, <i>ACCES</i>		x
Ernie Flores, <i>LSPC</i>	x		Val Martinez, <i>ARNCEP</i>	x	
Dennis Osmer, <i>LSPC</i>	x		Shelly Hance, <i>ARNCEP</i>		x
 <b>CSD Attendees</b>					
Lloyd Throne	x		Jason Wimbley	x	
Renee Webster-Hawkins	x		Kathy Ely	x	
Helga Lemke	x				
 <b>Other Attendees</b>					
None					
<i>P-Present A-Absent</i>					

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**Topics  
discussed**

The table below identifies the topics discussed in the meeting and the person who led each discussion.

Topic	Discussion Leader
Review of Minutes	Group
Director's Report	Lloyd Throne
Innovative Projects	Renee Webster-Hawkins
Draft MOU from CPUC	Renee Webster-Hawkins
Leveraging Projects	Renee Webster-Hawkins
Reach Application	Val Martinez
ServTraQLITE	Dennis Osmer

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**Minutes**

The group moved a motion to approve the minutes.

**M/S/A** by Dennis Osmer and by Arleen Novotney approved the November 17, 2008 minutes.

## **Director's Report**

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Lloyd Throne discussed the proposed federal stimulus package, and the importance of CSD and the network to be proactive in ensuring that funding come to the network.

Lloyd discussed how difficult the state budget crisis has been and even though we received over double funding for LIHEAP many of our network providers will be losing funding for other programs. CSD is experiencing the budget impacts as well with employees facing furloughs that will result in a 10% pay reduction. Even though CSD is 100% federally funded, we are still subject to the furlough.

As a result of the furlough, CSD will be closed the first and third Friday of every month. However, there is potential that the furloughs might be overruled via court hearings on 1/29 or through the legislative process or through union circumvention. In the event that CSD is forced to close for business, we will send an announcement to the network.

The Governor is going to release a press release addressing the \$250 million in additional LIHEAP funding received under stimulus package, which will likely result in increased attention on LIHEAP funding and program services. Even though LIHEAP funds are dedicated for a specific purpose, CSD emphasized the importance of the providers returning the contracts and increasing organizational capacity to deliver services as soon as possible to ensure funds are obligated and spent timely.

CSD requested that if the EC is made aware of organizations interested in partnering or exploring the uses of LIHEAP or DOE funding, then to contact Renee Webster-Hawkins or Lloyd Throne.

CSD is requesting that the EC members strengthen their communication efforts with network providers. The EC is a representative body, and much information is flowing right now. CSD expects EC members to communicate all pertinent information from EC meetings to their member agencies. Information about the solar funding and innovative projects opportunities should be shared. To facilitate communications, CSD is going to post the energy council membership contact information to its website. Also, CSD requests from each association representative a list of their member agencies, to post to the CSD website.

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## **Innovative Projects**

The Innovative Projects discussion item cover the Solar for all California update, report on inability to use innovative projects funding for IT projects, and report on workplan for developing criteria and RFP for funding non-solar innovative projects.

### **a. Solar for all California Update**

EC discussed the process for soliciting LIHEAP service providers to participate in a funding opportunity for innovative solar projects. It was recommended that an invitation is sent to the network soliciting their interest and participation, agencies could then submit a concept paper to CSD for informal feedback followed by a formal application process is instituted. CSD reminded the EC that the funding set aside for the innovative solar projects should be consistent with weatherization provisions and requirements since the source of funding for these projects is from the weatherization allocation.

EC reviewed and provided feedback to CSD on a proposed innovative solar projects concept paper that sets forth the objectives and preliminary timeline for submission of interest and application for the innovative solar projects. The document will be released to the network shortly.

**M/S/A by Louise Perez and Val Martinez that we have a two step process in the development of a final process. First phase is the submission of a concept paper with timeline to CSD for an opportunity for CSD to review what is allowable. If the concept paper is accepted by CSD, then participants move to second phase. Second phase is submission of actual proposal with timeline with no further input from any of the participants.**

**All in favor.**

### **b. Report from CSD: Inability to use innovative projects funding for IT projects.**

CSD conducted research of the Office of Management Budget (OMB) requirements and determined that we cannot use set aside funds for IT projects; it has to come out of administration. The full set aside for innovative projects is for non-IT projects.

### **c. Report on workplan for developing criteria and RFP for funding other (non-solar) innovative projects.**

Lloyd Throne announced that CSD decided to initially release 10 million aside for solar, and 2.5 million for non-solar based on EC motion documented in the

November 17, 2008 minutes. Lloyd Throne suggested that we follow the same process agreed to for the solar project in selecting the non-solar projects.

EC members suggested to put together a concept paper similar to the solar concept paper that will go to the Innovative Projects subcommittee for review prior to the full EC. Group agreed.

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**Draft MOU from  
CPUC**

Renee Webster-Hawkins advised that the final decision from the CPUC has been released. CSD received a copy of the draft MOU that was developed by CPUC that mostly addressed the commitment to working towards collaboration between utilities and CSD. CSD spoke with Kelly Hymes from the CPUC to better understand what the bigger picture is. CSD explained that we work in collaboration with the EC and thanked them for opening up this conversation and hopefully this will open the door towards further discussions to identify shared objectives and interests. CSD emphasized that it will take time for us to work out the relationships between CSD and utilities.

Renee Webster-Hawkins asked the EC for its position on how we respond to the MOU. The EC agreed that we need to have a dialogue with CPUC to start having conversations with how the MOU will benefit both parties.

Lloyd Throne underscored the importance that CSD have a strategic plan for low-income energy programs in place. EC supported the idea of the development of a strategic plan.

**M/S/A by Val Martinez and Ernie Flores recommending that CSD respond to CPUC via written correspondence to include talking point for future discussions with CPUC on leveraging.**

**3 Ayes/7 No**

**M/S/A by Dennis Osmer (no second) recommending that CSD send written correspondence to CPUC indicating that we are interested in continuing discussions, and stress all of the things that CSD and network stands for and to emphasize that we are willing to work with them to achieve maximum benefits to low-income Californians.**

**Motion failed**

M/S/A by Val Martinez and Ed Ocampo that CSD in conjunction with the Energy Council prepare a strategic plan to help guide the further development of available resources in the face of increased funding, and explore partnerships of other state departments to increase program efficiencies.

All approved.

Louise Perez and Val Martinez volunteered as point persons on strategic plans. Additionally, Dennis Osmer, Val Martinez, Louise Perez, and Arleen Novotney volunteered to cross share information with Commission to promote understanding of program requirements.

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**Leveraging  
Projects**

Renee Webster-Hawking recommended that we treat the funding opportunity for leveraging project the same as the approach for the non-solar projects.

M/S/A by Kathy Kifaya and Val Martinez to roll the funding opportunity for leveraging projects into the innovative non-solar projects.

All approved

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**REACH  
Application**

Val Martinez would like for us to submit an application. Jason Wimbley indicated that they are annual grants for a maximum of 350,000 that are limited to one year.

Louise Perez introduced the concept that we submit an application to develop a solar farm where replacing roofs is not feasible due to financial constraints of tenants/owners.

M/S/A by Louise Perez and Arleen Novotney for CSD to work with Louise Perez to explore the idea of submitting a REACH application that focuses on a solar farm.

All approved.

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**ServTraqLITE  
Update**

Dennis Osmer stated that ServTraqLITE has been installed at approximately five

agencies. The sessions are about half capacity due to the cancellations.

Louise Perez wanted clarification on the new form 767, if each agency has to design a form or was that form part of the system. Jason Wimbley advised that CSD created a form that was sent via email and is available on CSD's website.

Jason Wimbley indicated that there are a handful of agencies that have yet to inform the department as to the type of database system they plan to implement, and that it is imperative that their systems are in alignment with ServTraQ LITE. Arleen Novotney will follow-up with these agencies.

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**Other Agenda  
Topics**

Due to time constraints, the discussion topics for Regional Workshops and Contract Update was tabled for next EC meeting.

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## **Decisions**

The EC made the following decisions and/or made the following policy and contract recommendations to CSD:

1. M/S/A by Louise Perez and Val Martinez that we have a two step process in the development of a final process. First phase is the submission of a concept paper with timeline to CSD for an opportunity for CSD to review what is allowable. If the concept paper is accepted by CSD, then participants move to second phase. Second phase is submission of actual proposal with timeline with no further input from any of the participants.

All in favor.

2. M/S/A by Val Martinez and Ernie Flores recommending that CSD respond to CPUC via written correspondence to include talking point for future discussions with CPUC on leveraging.

3 Ayes/7 No

3. M/S/A by Dennis Osmer (no second) recommending that CSD send written correspondence to CPUC indicating that we are interested in continuing discussions, and stress all of the things that CSD and network stands for and to emphasize that we are willing to work with them to achieve maximum benefits to low-income Californians.

Motion failed

4. M/S/A by Val Martinez and Ed Ocampo that CSD in conjunction with the Energy Council prepare a strategic plan to help guide the further development of available resources in the face of increased funding, and explore partnerships of other state departments to increase program efficiencies.

All approved.

5. M/S/A by Kathy Kifaya and Val Martinez to roll the funding opportunity for leveraging projects into the innovative non-solar projects.

All approved

6. M/S/A by Louise Perez and Arleen Novotney for CSD to work with Louise Perez to explore the idea of submitting a REACH application that focuses on a solar farm.

All approved.

**Next meeting**

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February 4, 2009 at CSD.

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